

WHAT IS CLAIMED IS:

1. A method for producing letter envelopes from a moving web of material in an envelope producing machine comprising the steps of:

- (a) applying printed images to the web;
- (b) cutting the web to form at least one blank of a selected size with a printed image;
- (c) removing one of said blanks from the machine;
- (d) using the removed blank to determine the actual spacing of the printed image from a reference edge of the blank;
- (e) computing the difference between the determined actual spacing of the printed image from the reference edge and a preset nominal spacing of the printed image from the reference edge; and
- (f) inputting the difference between the actual and the nominal spacing in a controller as a corrective value.

2. A method for positioning a sequence of printed images in correct positions in relation to a reference edge of an envelope blank cut to a selected size following a printing process by shaping and severing sections of an envelope producing machine comprising the steps of:

(a) printing images on a moving web of material;

(b) moving the material web through shaping and severing sections of the machine to form envelope blanks cut to a selected size;

(c) removing one of the imprinted blanks cut to a selected size from the machine;

(d) determining the actual spacing of the printed image from a reference edge within the blank;

(e) computing the difference between the determined actual spacing and a preset spacing value; and

(f) manually inputting the difference as a corrective value into control electronics of the machine.